



Gila County Community Services Division

5515 S. Apache Ave. Suite 200, Globe, AZ 85501

(928) 425-7631

"Unite low-income residents and community resources to overcome the challenges of poverty."

Community Action Program (CAP) Advisory Board

Quarterly Meeting Agenda

September 17, 2020

10:00 a.m.

Join Zoom Meeting:

<https://gilacountyaz-gov.zoom.us/j/99103962481?pwd=dWhYYUZvYmFCT2lWVjFwQ21HbzRMdz09>

Or Join by Telephone: 669-900-9128

Meeting ID: 991 0396 2481 Passcode: 916658

- I. Call to Order/Welcome**
- II. Roll Call and Introductions**
- III. CALL TO THE PUBLIC:** Call to the Public is held for public benefit to allow individuals to address the Gila County Community Action Program Advisory Board on any issue within the jurisdiction of the Board. The Public shall have a time limit not to exceed three (3) minutes to address the Board. The Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), at the conclusion of an open call to the public, individual members of the Gila County Community Action Program Advisory Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.
- IV. Information/Discussion** regarding COVID-19 pandemic.
- V. Information/Discussion/Action** to approve the CAP Advisory Board's December 4, 2019 meeting minutes. (handout)
- VI. Information/Discussion/Action** to approve the 2nd, 3rd and 4th Quarter Fiscal Year (FY) 2020 financial reports. (handouts)
- VII. Information/Discussion/Action** to remove Linda Oddenetto (Private Sector representative) from the Board due to not completing an orientation process within one month of being seated, in accordance to the CAP Advisory Board By-Laws for State Fiscal Year (SFY) 2018, as amended on 12/17/2019, Article III, Section 1G. (handout)
- VIII. Information/Discussion/Action** to authorize Gila County CAP to advertise and accept applications for a candidate for the Private Sector in the Globe area. The Private Sector representative shall represent

business, industry, labor, religious, law enforcement, welfare, educations, nonprofit or other major groups and interest in the community. (handout)

- IX. Information/Discussion/Action** to remove Ralph Lopez (Low-Income Sector representative) from the Board due to resignation in accordance to the CAP Advisory Board By-Laws for State Fiscal Year (SFY) 2018, as amended on 12/17/2019, Article III, Section 7A and Section 8. (handout)
- X. Information/Discussion/Action** to authorize Gila County CAP to advertise and accept applications for a candidate for the Low-Income Sector in the Hayden/Winkelman area.
- XI. Information/Discussion/Action** to approve the CAP Advisory Board Fiscal Year (FY) 2021 meeting dates. The FY2021 is from July 1, 2020 to June 30, 2021. Proposed dates could be December 15, 2020, February 17, 2021, and May 19, 2021. (handout)
- XII. Information/Discussion/Action** to review CAP's mission statement and assure that (1) the mission addresses poverty and (2) the CSBG programs and services are in alignment with the mission. CAP's mission statement is: "Unite low-income residents and community resources to overcome the challenges of poverty." CAP's vision statement is: "Empowering, encouraging and educating residents to achieve self-sufficiency throughout Gila County." (handouts) [Organizational Standard {OS} 4.1]
- XIII. Reports/Updates**
- A. Chair's Report (Charles Proudfoot)
 - B. Director's Report (Malissa Buzan)
 - C. Coordinator's Report (Dorine Prine)
 - 1. Customer Satisfaction Data Report (handout) [Organizational Standard {OS} 1.3]
 - 2. CAP Success stories (handouts)
 - 3. Volunteer Income Tax Assistance (VITA) [handout]
 - 4. Annual update on the success of specific strategies included in the Community Action Plan State Fiscal Year (SFY) 2021. Submitted, but not reviewed as of this meeting. (handout) [OS 4.4]
 - 5. Programmatic reports (handout) [OS 5.9]
 - 6. Strategic Plan is pending [OS 6.1 and 6.5]
 - 7. The FY2020 CSBG Annual Report has been submitted, but not reviewed as of this meeting. (handouts) [OS 9.3]
 - 8. Each Board member has received a copy of the governing documents within the past two years. (handout) [OS 5.4]
 - 9. Missing documents from Board members
- XIV. Future agenda items**
- XV. At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the CAP Advisory Board, the Director and the Coordinator may present a brief summary of current events. No action may be taken on information presented.**
- XVI. Adjournment**